



ROBERT BENTLEY  
GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
BRYCE HOSPITAL  
200 UNIVERSITY BOULEVARD  
TUSCALOOSA, ALABAMA 35401  
PHONE (205) 759-0799  
FAX (205) 507-8352  
[www.mh.alabama.gov](http://www.mh.alabama.gov)



JIM REDDOCH, J. D.  
COMMISSIONER  
SHELIA PENN, BSN, MPH  
HOSPITAL DIRECTOR

**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITIONAN  
EQUAL OPPORTUNITY EMPLOYER**

**JOB TITLE:** Recreation Activity Specialist I

**NUMBER:** 14-09

**JOB CODE:** J1000 **SALARY RANGE:** 66 (\$29,954.40 to \$45,501.60)

**POS.:** #8801933

**JOB LOCATION:** Bryce Hospital

**DATE:** 5-16-2014

**QUALIFICATIONS:** Bachelor's degree in therapeutic recreation, recreation, or closely related field or high school education/GED equivalent, plus considerable experience (48 months or more) in recreation, physical education or therapeutic activities. **Necessary Special Requirement:** Must possess or be eligible to receive Certification as a CTRS through the National Council for Therapeutic Recreation Society or board certified as a music therapist under (CBMT) the Certification for Music Therapist.

**KIND OF WORK:** Plan and conduct a variety of therapeutic activities appropriate for adult patients on a unit. Provide leadership for one or more groups of patients in one phase of the total therapeutic or rehabilitative activity programs. Assist in maintaining administrative and clerical records, request supplies and equipment needed for assigned activities. Confer with psychologists, medical doctors, nursing service personnel and others concerning the progress and needs of individual patients. Provide individual instructions for patients in some instances. Work with supervisor in planning and developing new programs, special events and implementing new programs. Organize, coordinate, and implement off-campus therapeutic activities. Develop, present and participate in workshops and in-service training. Act as liaison for Volunteer Services to include supervision of volunteers and volunteer parties for units and Operation Santa Claus. Complete individual activity assessments according to hospital policy. Assist in providing staffing for unit activities on nights and weekends. Monitor Quality Improvement documentation according to hospital policy.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Ability to keep accurate records and write reports. Ability to interact with patients and other professionals in a courteous, professional manner. Ability to communicate effectively both orally and in writing. Knowledge of individual and group behavior and effective ways of working with mentally ill patients. Ability to utilize professional data in planning and evaluating the activities programs and to adapt and implement such programs as required. Knowledge of the nature and specifications for equipment and supplies needed for the assigned activities programs and their proper care and maintenance.

**METHOD OF SELECTION:** Applicants will be rated on the basis of an evaluation of their training, experience and education and should provide adequate work history identifying experiences related to the duties and minimum qualifications as above mentioned. All relevant information is subject to verification. Drug test required. Security clearances will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with patients.

**HOW TO APPLY:** USE AN OFFICIAL APPLICATION FOR PROFESSIONAL EMPLOYMENT (EXEMPT CLASSIFICATION) WHICH MAY BE OBTAINED FROM THIS OFFICE Or The Official Web Site [www.mh.alabama.gov](http://www.mh.alabama.gov). THE APPLICATION SHOULD BE RETURNED TO PERSONNEL OFFICE, BRYCE HOSPITAL, 200 UNIVERSITY BLVD., TUSCALOOSA, ALABAMA, 35401 BY UNTIL FILLED IN ORDER TO BE CONSIDERED FOR THIS POSITION. DO NOT RETURN THIS APPLICATION TO THE STATE PERSONNEL DEPARTMENT. **PLEASE HAVE AN OFFICIAL COPY OF TRANSCRIPT(S) FORWARDED TO THE PERSONNEL DEPARTMENT AT THE ABOVE ADDRESS.** Only Work Experience Listed On The Application Form will be considered. Additional sheets if needed, should be in the same format as the applications. Resumes will not be accepted in lieu of an official application.